



STATE ETHICS COMMISSION

1324 MAIL SERVICE CENTER
RALEIGH, NC 27699-1324
WWW.ETHICSCOMMISSION.NC.GOV

January 2, 2009

Dear Public Official,

You are receiving this notice because our records indicate that you are a North Carolina legislator, public servant, or judicial officer subject to the annual Statement of Economic Interest ("SEI") filing requirements of the State Government Ethics Act. If this is not accurate, please contact the State Ethics Commission ("the SEC") immediately so that we may correct our records.

In 2009, individuals who previously filed an SEI in 2008 and remain in the same position will have the following options to comply with the annual SEI filing requirements:

- I. **File a 2009 "No-Change Form."** The 2009 No-Change Form is designed for filers who have had *no changes* to their personal or financial circumstances that would require an update to their 2008 SEI. That Form includes an optional Additional Disclosure Addendum on which filers may, but need not, disclose additional information to assist the SEC in advising the filer.
- II. **File a 2009 "Amendment to SEI."** The Amendment to SEI is designed for filers who have had some changes to their personal or financial circumstances that require an update to the information provided on their most recently filed 2008 SEI, but who do not want to file a new "Long Form." *These filers need only respond to questions where they have had changes to their filing information.* However, in the event you have any changes to your 2008 responses to a particular question, you must answer that question fully and completely, updating that information on the 2009 Amendment to SEI as of the time period identified in that question. For example, if during 2008 you sold securities that were previously disclosed or you bought securities in another company valued at \$10,000 or more, you must respond to Question 5(a) on the 2009 Amendment to SEI in full by listing *all* securities owned as of 12/31/08. It is not sufficient to only list the names of securities purchased and sold. The Amendment to SEI also includes an optional disclosure addendum. Please see the instructions to the Amendment to SEI for additional information.
- III. **File a New 2009 SEI "Long Form."** Filers always have the option of filing a new SEI (the "Long Form"), responding to all 19 questions. A newly-filed Long Form will supersede and replace any previously-filed forms.

All forms are available electronically on the SEC's website at <http://www.ethicscommission.nc.gov>. In addition, you can call the SEC at (919) 807-4620 and request a copy via e-mail or U.S. Mail. You must mail or deliver your original, notarized form to the SEC no later than **April 15, 2009**. *Electronic or faxed SEIs will not be accepted.* Please retain a copy for your records.

The SEC and its staff thank you for your cooperation in complying with this important requirement and for your continued public service. If we can be of any assistance, please contact us.

The North Carolina State Ethics Commission Staff